

~~CONFIDENTIAL~~ ~~SECRET~~

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*A commercial item has been obtained which makes this proposal unnecessary.*

In replying please address:

*See EL  
11/15/58  
10.1.10*

*WED  
23 Dec 58*

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November 19, 1958

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Dear Sir:

ILLEGIB

Recently, your technical representative discussed with us the feasibility of designing and preparing a specialized pocket-size, adjustable door latch. The purpose of such a device would be to secure, from within, the door of a temporarily occupied room (for example, a hotel room) against casual entry of unauthorized personnel. It is often convenient to be able to temporarily and securely store papers in a closet; consequently, it would be desirable for the same blocking device to be capable of securing a closet door and of providing a suitable site for a lock to be affixed, so that the closet door could be locked to prevent easy entry by unauthorized personnel. It was emphasized that the device of interest would be used as a short-term nonpermanent installation and should be inconspicuous.

In order to be practicable, this type of latch should be cheap and simple. It should be reliable and should consist of as few parts as possible. Since many types and sizes of doors would be encountered under service conditions, the device must be adjustable. It should be small enough to be carried easily, and should be designed and prepared so that none of the component parts could be lost.

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It is of interest that the latch device be capable of securing a door in a manner such that a person trying to enter a room through that door (with the latch device in position) might think that the door was stuck and would not be able to ascertain that the door was blocked by some device. This type of securing action could probably be accomplished with an adjustable toggle mechanism or a device which utilized a screw.

At this time, many ideas come to mind relative to possible designs of interest, but some of these involve relatively complicated and cumbersome devices. It is recognized that, in the thinking with regard to the device of interest, emphasis should be placed on simplicity, reliability, and low cost. Members of our engineering staff have had a great deal of experience with research leading toward the development of simple mechanisms of this general type.

Therefore, it is hereby proposed that a program of research directed toward the design and preparation of an experimental door-latch type of device, as generally described above, be conducted. The proposed method of procedure, as currently contemplated, is outlined in the following.

To initiate the proposed activity, idea conferences would be held and the ideas generated would be screened and integrated. Subsequently, designs of potential interest would be sketched and laid out. After appropriate consideration, the design which appeared to be the most promising would be selected; the experimental parts would be prepared in our laboratories and assembled. The

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experimental unit would then be evaluated in the laboratory. Any modifications which appeared to merit consideration would be investigated, within the limits of the time and funds provided. Then three models of the resulting experimental unit would be prepared, and evaluated, and subsequently submitted to your technical representative for further evaluation.

Informal monthly letter reports would be submitted describing the progress of the activity on the proposed program. These reports would be supplemented by discussions during periodic visits by your technical representative. At the end of the proposed research period, a summary report would be submitted describing the activity performed under the proposed program.

It is proposed that the contract provide for a three-month period of research, with an estimated appropriation of \$4,330, including the fixed fee. A general breakdown of the estimated costs is attached.

The proposed contract would be a period-basis research agreement, consistent with our current contractual arrangements and providing only for a fixed period of research leading toward the objectives outlined above.

If you should have any questions regarding our proposal, please let us know. Any inquiries of a contractual nature may be directed to  at Extension 159.

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Very truly yours,

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EES:th  
In Duplicate

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Proposal of  to the U. S. Government.  
For Research on the Development of a Specialized Door Latch.

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Based upon a period-basis Contract for a research period of three months.

(Including time for submission of all reports. The proposed contract will not provide for earlier conclusion of the research.)

### ESTIMATED COSTS

We expect that the cost of this research for the period indicated above may be distributed approximately as set forth hereon, subject to the understanding that this allocation is merely an estimate, and actual costs incurred may vary from the categories shown. We have determined that these estimates are reasonable and consistent with  established policies in its research for the various Government agencies, which policies are briefly discussed below and will be followed in determination of our actual costs hereunder.

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#### Materials & Supplies, etc.

(Including any equipment which may be purchased as necessary in performance of the research. Charges of \$25 or less are excluded from this item.)

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#### Use of Equipment and Technical Services, Travel, and Misc.

(Including applicable costs of technical research and service divisions, and use of technical equipment, except that any undistributed balances of these accounts will be included in overhead. Cost of travel includes reasonable actual subsistence expenses and the actual cost of transportation. An allowance of up to 8¢ per mile for all necessary travel by privately owned conveyance is included in lieu of the cost of such travel.)

#### Salaries & Wages

(Including our predetermined accrual for vacation, holiday, and sick-leave pay, pensions, and social security.)

Type of Employee	No. of Man-Months	Estimated Cost
Supervision	1/3	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div>
Research Engineers	1-1/2	
Lab. Assistants	1-1/2	
Steno., Clerical,		
Shop & Photo., etc.	1/3	
Total Salaries & Wages		

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#### Overhead

60 per cent of salaries and wages, as they are defined above. Provisional monthly reimbursement will be at the rate of 60 per cent of salaries and wages, as so defined, or at such other provisional rate as may from time to time be mutually agreed upon with the Government's audit representatives. This is a provisional rate for current reimbursement, which we have arrived at by negotiation with Government representatives, and it will be subject to retroactive revision to the "actual" rate agreed upon with them for each calendar year following a detailed audit for that year. The item of overhead includes general research, charges of \$25 or less for materials and supplies, and other categories of costs we customarily include in our overhead account. Cash discounts on all purchases will be credited to overhead, instead of to the amount of the purchase. Scrap of appreciable value will be credited directly to the project. All other scrap will be credited to the overhead account, in which the Government participates.)

Total Estimated Cost

Fixed Fee

Contract Price

\$4,330

\*Please let us have your acceptance in our hands by December 31, 1958.  
Unless we extend the time, your acceptance after that date will be subject to agreement.

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